

Regular Monthly Meeting  
Caledonia Town Board  
December 11, 2014  
7:00 P.M.

A regular Meeting of the Town Board of the Town of Caledonia was held Thursday, December 11, 2014 at 7:00 P.M. at the Town Hall.

Supervisor Pangrazio called the meeting to order and led in the Pledge of Allegiance.

<b><u>PRESENT:</u></b>	Supervisor	Daniel Pangrazio
	Councilman	Mark Rothrock
	Councilman	Tim Anderson
	Councilwoman	Pamela Rychlicki
	Councilman	Todd Bickford
	Town Clerk	Laurie Sattora

**OTHERS:** Mark Schroeder Highway Superintendent, Tom Perkins Code Enforcement Officer, Peter Skivington Attorney, Several students from Government Class, Ryan Callan Zoning Board of Appeals Member.

**RESOLUTION 115-2014**

**APPROVAL OF NOVEMBER 13-2014 MINUTES**

On motion of Councilman Rothrock seconded by Councilwoman Rychlicki the following resolution was ADOPTED – Aye – Pangrazio, Rothrock, Rychlicki, Bickford, Anderson      Nay-0    Absent – 0  
RESOLVED, that the minutes of November 13, 2014 be approved as presented.

**OPEN FORUM**

No one requested privilege to speak.

**ANNOUNCEMENTS/COMMUNICATIONS**

Supervisor Pangrazio reviewed the following communications with the Board:

- Holiday Party
- Association of Towns Training February 2015
- Livingston County Planning Board December Agenda
- 2015 Board Meeting Schedule
- NYMIR Fall Bulletin –Firearms in the Municipal Workplace
- 2015 Budget – Due to Changes caused by Charge Backs from the County the Summary Sheet attached to the 2015 Budget changed.

**DEPARTMENTS/COMMITTEES**

**ATTORNEY – PETER SKIVINGTON**

Attorney Skivington reviewed the following items with the Board:

- Fletcher’s Lane – Currently a Town Road by use. We are still waiting for some of the land - owners to sign documentation so that the Road may be fixed so that it may become a dedicated Town Road. Highway Superintendent Mark Schroeder offered to assist in obtaining the signatures that are needed with the help of Town Clerk Laurie Sattora after the first of the year. If they are unsuccessful in obtaining the signatures needed, then Attorney Skivington will have to send further notices to the land -owners.
- Valley Sand & Gravel – Attorney Skivington and the Town Board had a discussion about setting the Public Hearing Date for Valley Sand and Gravel’s Re-Zoning Application and the Local Law to Change Zoning if approved.

**RESOLUTION 116-2014**

**PUBLIC HEARING FOR REZONING VALLEY SAND & GRAVEL**

On motion of Councilman Bickford seconded by Councilwoman Rychlicki the following resolution was ADOPTED – Aye – Pangrazio, Rothrock, Rychlicki, Bickford, Anderson      Nay-0    Absent – 0

RESOLVED, that the Town Board of the Town of Caledonia will conduct a Public Hearing on January 8, 2015 at 7:00 P.M., at the Caledonia Town Hall, 3109 Main Street, Caledonia, Livingston County, New York, to consider an application by Valley Sand and Gravel for a change of zoning, from (RR) Agricultural Rural Residential to (I-2) Heavy Industrial, for Tax Parcel 23.-1-14 located at River Road and Route 5 in the Town of Caledonia. Petitioner is requesting that Section 130-5 of the Code of the Town of Caledonia Zoning Map be amended to extend the boundaries of the Heavy Industrial District (I-2) to include Tax Map Parcel No. 23-1-14 in its entirety. The Petitioner seeks to develop sand and gravel mining facility on the Subject Parcel, which is immediately adjacent to the existing mining facility operated by the Petitioner. The existing facility is located in the I-2 District and the Subject Property borders the I-2 District. This request was referred to the Caledonia Planning Board and the Livingston County Planning Board. The Caledonia Planning Board and the Livingston County Planning Board both voted to recommend Approval of the proposed action. Let it be known at such time and place the Town Board will hear anyone who wishes to speak for or against such change of zoning.

**ZONING – TOM PERKINS** – Code Enforcement updated the Board that Land O Lakes is considering rebuilding within its original footprint where the November 1<sup>st</sup> fire had taken place. Supervisor Pangrazio stated that he had a conversation with Matt Cole and Mr. Cole said he was hopeful that they will be able to rebuild soon.

**BUILDING & GROUNDS –DANIEL PANGRAZIO-** Supervisor Pangrazio updated the Board on the problems with the boiler heating system and the disintegrating chimney that is connected to the boiler system. The Board agreed to get 3 quotes for the Furnace Replacement Boiler System and review at a later date.

**HIGHWAY DEPARTMENT**

Highway Superintendent Mark Schroeder reported to the Board on the projects that the Highway Department has been busy working on.

- The Highway Department has been busy plowing snow.
- Governor Cuomo signed a bill to waive the 25% administrative costs associated with the FEMA paperwork and the town of Caledonia will receive back a little over \$103,00.00 for the storm damage that occurred in the Town last Spring.
- The Highway Department had done some brush and tree removal on Maxwell Station Road and the DEC informed the Highway Superintendent that the road is surrounded by wetland and the Highway Department must be very careful in the removal of brush and trees.

**TOWN CLERK**

Town Clerk Laurie Sattora submitted her monthly report to the Town Board for the month of November 2014.

**TOWN CLERK’S REPORT – NOVEMBER 2014**

Total Local Shares Remitted to Town Supervisor	<b>\$ 1,824.61</b>
Amount paid to: NYS Ag. & Markets Animal Population Control Fund	<b>\$ 40.00</b>
Amount paid to: NYS Environmental Conservation	<b>\$ 1,726.89</b>
Amount paid to: NYS Department of Health For Marriage Licenses	<b>\$ 22.50</b>
<b>Total State, County &amp; Local Revenues for NOVEMBER 2014:</b>	<b>\$ 3,614.00</b>

**RESOLUTION 117-2014**

**ACCEPT NOVEMBER 2014 TOWN CLERK’S MONTHLY REPORT**

On motion of Councilman Anderson, seconded by Councilman Rothrock the following resolution was ADOPTED – Aye – Pangrazio, Rothrock, Rychlicki, Bickford Anderson      Nay-0    Absent – 0

RESOLVED, that the Town Clerk’s November 2014 monthly report be approved as presented.

## **OLD BUSINESS**

**FUND BALANCY POLICY** – The Board received a copy of the Fund Balance Policy. Upon review the Board will adopt at our January meeting.

**2015 MEETING SCHEDULE-** The 2015 Town Board Meeting Schedule for 2015 will be :

January 2, 2015  
January 15, 2015  
February 12, 2015  
March 12, 2015  
April 9, 2015  
May 14, 2015  
June 11, 2015  
July 9, 2015  
August 13, 2015  
September 10, 2015  
October 15, 2015  
November 12, 2015  
December 10, 2015  
December 29, 2015

All meetings will be held at the Caledonia Town Hall, 3109 Main Street, Caledonia, New York at 7:00 P.M. except on January 2, 2015 the Organizational Meeting that will be held at 5:30 P.M., and on December 29, 2015 the Year-end Meeting that will be held at 4:00 P.M..

## **NEW BUSINESS**

### **RESOLUTION 118-2014**

#### **ORGANIZATIONAL MEETING JANUARY 2, 2015**

On motion of Councilman Bickford, seconded by Councilwoman Rychlicki the following resolution was ADOPTED- Aye- Pangrazio, Bickford, Rothrock, Rychlicki, Anderson Nay-0 Absent- 0

RESOLVED, that the Organizational Meeting of the Town of Caledonia be held on January 2, 2015, at 5:30 P.M., at the Town Hall, 3109 Main Street, Caledonia, New York 14423.

### **2015 RULES AND REGULATIONS**

The Board had a discussion about changes to the 2015 Rules and Regulations for the Highway and Non-Highway Employees for the Town of Caledonia. Upon review by the Board, they will be adopted at our first Board meeting in January.

### **RESOLUTION 119-2014**

#### **AUTHORIZATION TO SIGN EMERGENCY POLICE AGREEMENT FOR 2015**

On motion of Councilman Rothrock, seconded by Councilman Anderson, the following resolution was ADOPTED Aye- Pangrazio, Anderson, Bickford, Rothrock, Rychlicki Nay- 0 Absent - 0

RESOLVED, that Supervisor Pangrazio is authorized to sign the 2015 Emergency Police Agreement from the Village of Caledonia's Police Department. Supervisor Pangrazio will forward the agreement to Attorney Skivington for review.

### **RESOLUTION 120-20 14**

#### **APPOINTMENT OF KEITH STEIN TO 7 -YEAR TERM TO CALEDONIA PLANNING BOARD**

On motion of Councilman Anderson, seconded by Councilman Rothrock the following resolution was ADOPTED- Aye- Pangrazio, Bickford, Rothrock, Rychlicki, Anderson Nay-0 Absent- 0

RESOLVED, that KEITH STEIN is re-appointed to the Planning Board with term ending December 31, 2021.

**RESOLUTION 121-2014**

**APPOINTMENT OF PAUL RAYMOND TO 5 -YEAR TERM TO CALEDONIA ZONING BOARD**

On motion of Councilman Bickford, seconded by Councilwoman Rychlicki the following resolution was ADOPTED- Aye- Pangrazio, Bickford, Rothrock, Rychlicki, Anderson Nay-0 Absent- 0

RESOLVED, that Paul Raymond be re-appointed to the Zoning Board of Appeals with term ending December 31, 2019.

**RESOLUTION 122-2014**

**BUDGET ADJUSTMENTS**

On motion of Councilwoman Rychlicki, seconded by Councilman Bickford the following resolution was ADOPTED- Aye- Pangrazio, Anderson, Rothrock, Rychlicki, Bickford Nay-0 Absent- 0

RESOLVED, that Supervisor Pangrazio is authorized to make the following budgetary adjustment to transfer funds:

From A 5132.400 Garage Contractual \$ 100.00	To: A 5182.400 Street Lighting
From A 9010.800 State Retirement \$ 400.00	To: A 9030.800 Social Security
From A 9010.800 State Retirement \$ 100.00	To: A 9035.800 Medicare
From A 1010.400 Town Board Cont. \$ 75.00	To: A1410.400 Town Clerk Contractual

**RESOLUTION 123-2014**

**BUDGET ADJUSTMENTS**

On motion of Councilman Rothrock, seconded by Councilman Bickford the following resolution was ADOPTED- Aye- Pangrazio, Anderson, Rothrock, Rychlicki, Bickford Nay-0 Absent- 0

RESOLVED, that Supervisor Pangrazio is authorized to make the following budgetary adjustment to transfer funds:

From DB 9060.800 Hosp/Med Ins. \$ 155.00	To: DB 9030.800 Social Security
From DB 9060.800 Hosp/Med Ins. \$ 40.00	To: DB 9035.800 Medicare

**RESOLUTION 124-2014**

**EXTENSION OF STATE SNOW & ICE CONTROL AGREEMENT FOR 2016-2017 SEASON**

On motion of Councilwoman Rychlicki seconded by Councilman Rothrock the following resolution was ADOPTED- Aye- Pangrazio, Anderson, Rychlicki, Rothrock, Bickford Nay-0 Absent -0

RESOLVED, that the agreement which became effective July 1, 1974, between the County of Livingston and this Town, relating to the control of snow and ice on the State Highways within this Town, and such adjacent territory within said County as might be agreed upon by the County and the Town Superintendent of Highways, and the changes and modifications of said agreement heretofore approved by this Town, be and the same hereby are extended for an additional period of one year, until June 30, 2017.

**GAMES OF CHANCE/RAFFLE LICENSE**

Town Clerk Laurie Sattora mentioned that it is time again to start issuing the Games of Chance & Raffle Licenses for 2015. New York State Law requires that background checks are performed for all members-in-charge and assistants-to-members-in-charge, but it does not state how those should be performed.

**RESOLUTION 125- 2014**

**AFFIDAVITS OF GOOD MORAL CHARACTER FOR GAMES OF CHANCE/RAFFLE LICENSE**

On motion of Councilman Rothrock seconded by Councilwoman Rychlicki the following resolution was ADOPTED – Aye – Pangrazio, Rothrock, Rychlicki, Bickford, Anderson Nay-0 Absent – 0

RESOLVED, that every organization applying for a Games of Chance/Raffle License from the Town of Caledonia shall submit each year with the application an Affidavit of Good Moral Character signed by every Member-in-Charge and Assistants-to Members-in-Charge (see attached copy at end of minutes) asserting that they have never been convicted of a crime; And further Resolved that this Affidavit shall constitute a background check for Bingo and/or Games of Chance licensing purposes.

**RESOLUTION 126-2014**

**GAMES OF CHANCE LICENSE-CALEDONIA FIRE DEPARTMENT**

On motion of Councilwoman Rychlicki seconded by Councilman Rothrock the following resolution was ADOPTED- Aye- Pangrazio, Anderson, Rychlicki, Rothrock, Bickford Nay-0 Absent -0

RESOLVED, that the Town Board approve the 2015 application for the Games of Chance by the Caledonia Fire Department.

**YEAR END BOARD MEETING**

Supervisor Pangrazio reminded the Board that the Year-End Meeting will be held on December 30, 2014 at 4:00 P.M.

**CAPITAL IMPROVEMENT PLAN DISCUSSION**

Upon recommendation from the New York State Comptroller’s Office the Town needs to have a Capital Improvement Plan for the Town and Highway Buildings. Supervisor Pangrazio and the Board will be working on this for 2015 and it will become part of the Policies and Procedures for the Town.

**2014 RECAP**

Supervisor Pangrazio reviewed the Town’s past year’s performance and expenditures with the Town Board and the tough budgetary challenges the Town will have to face in 2015. Supervisor Pangrazio commended the Highway Department for the great job they did over the past year with the storm challenges they faced with repairing the roads that received damage. For 2015 the Equipment Purchases for the Highway are on schedule but it is imperative to build up the General Account Fund, which has dropped significantly due to a drop in Revenues compared to Expenditures.

**REVIEW OF SUPERVISORS REPORT – NOVEMBER 2014**

The Board Members have received via e-mail prior to the board meeting copies of the Monthly Supervisor’s Report which includes up to date Trial Balances and Budget to Actual revenues and expenditures and trial balances for November 2014. All Board Members present signed off on all the reports.

**AUDIT OF ABSTRACT OF PAID VOUCHERS AND TRIAL BALANCES**

The Board audited the Abstract of Paid Vouchers and trial balances for November 2014.

Councilman Rothrock wanted to thank Highway Superintendent Mark Schroeder and Highway Department Employee William Lysko for driving the Town trucks in for the Hometown Holidays Parade and also for Councilman Anderson for marching in the parade.

**RESOLUTION 127-2014**

**PAYMENT OF BILLS**

On motion of Councilman Bickford, seconded by Councilman Anderson the following resolution was ADOPTED – Aye – Pangrazio, Rothrock, Anderson, Rychlicki, Bickford Nay-0 Absent – 0

RESOLVED that the bills be paid in the following amounts:

GENERAL FUND A – Voucher #'s 334 –344, 347-353	\$ 9,321.12
GENERAL FUND B – Voucher #'s 345,346	\$ 274.63
HIGHWAY FUND DB – Voucher #'s 151-160	\$ 19,074.69
GRAND TOTAL	\$ 28,670.44

On motion to adjourn by Councilman Rothrock, seconded by Councilman Bickford and carried by all, the board meeting was adjourned.

Respectfully Submitted,  
Laurie Sattora  
Town Clerk

